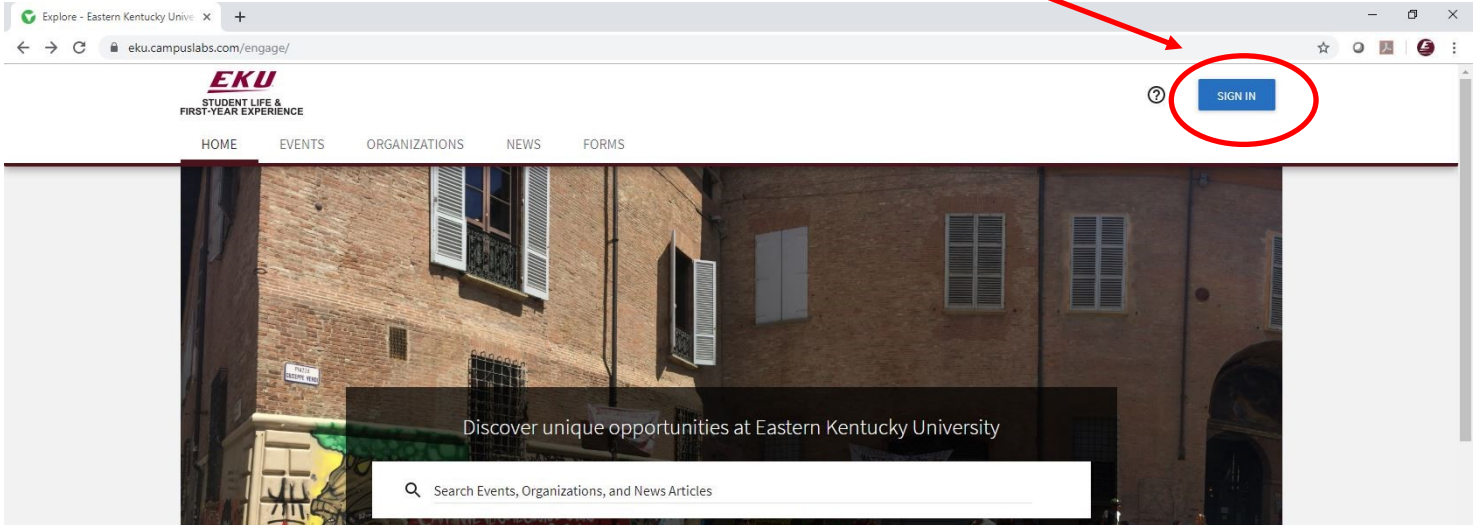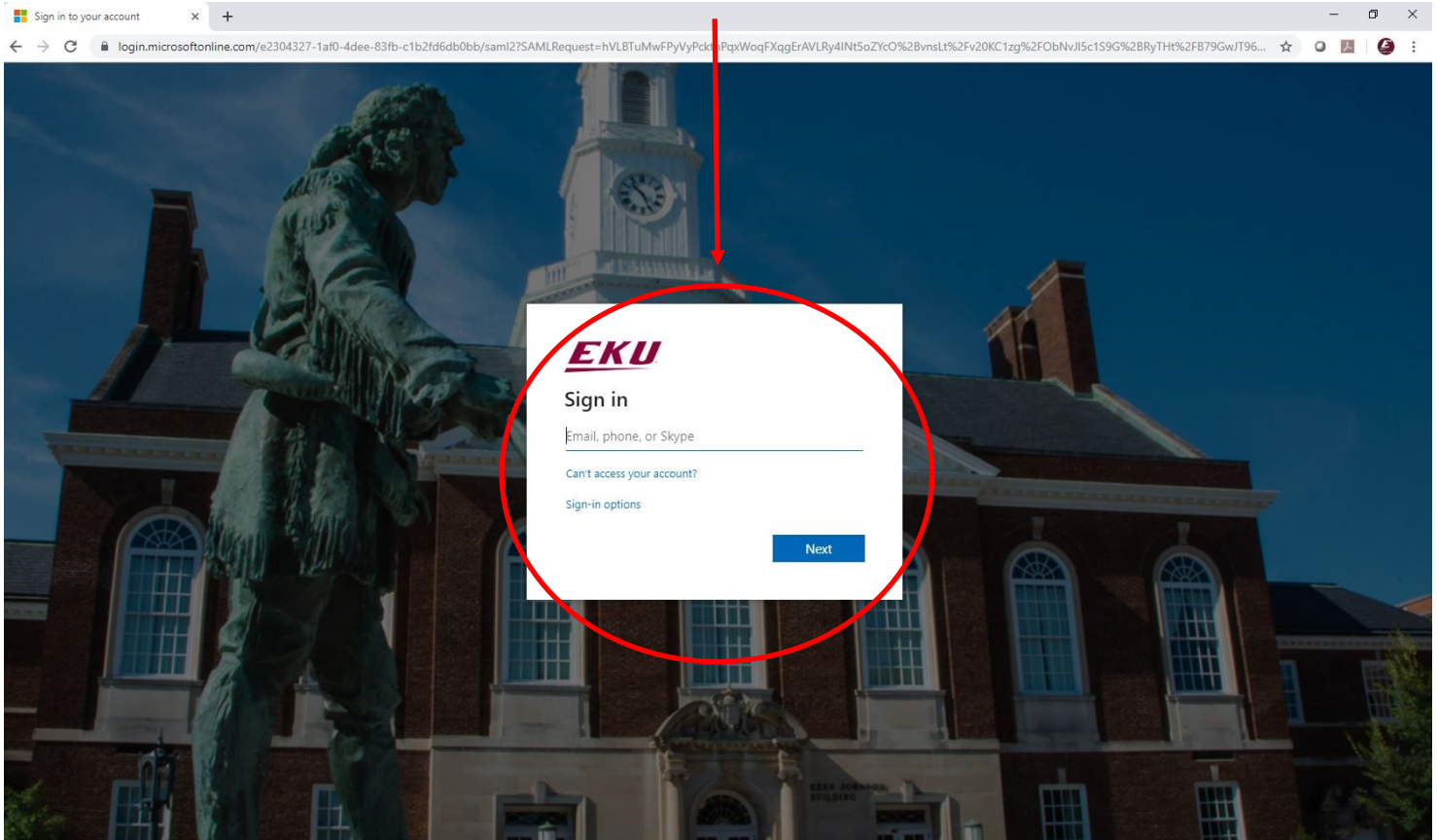# Updating the "About" Section

STEP 1

Visit eku.campuslabs.com/engage, and click "Sign In" in the upper right corner (as seen below).
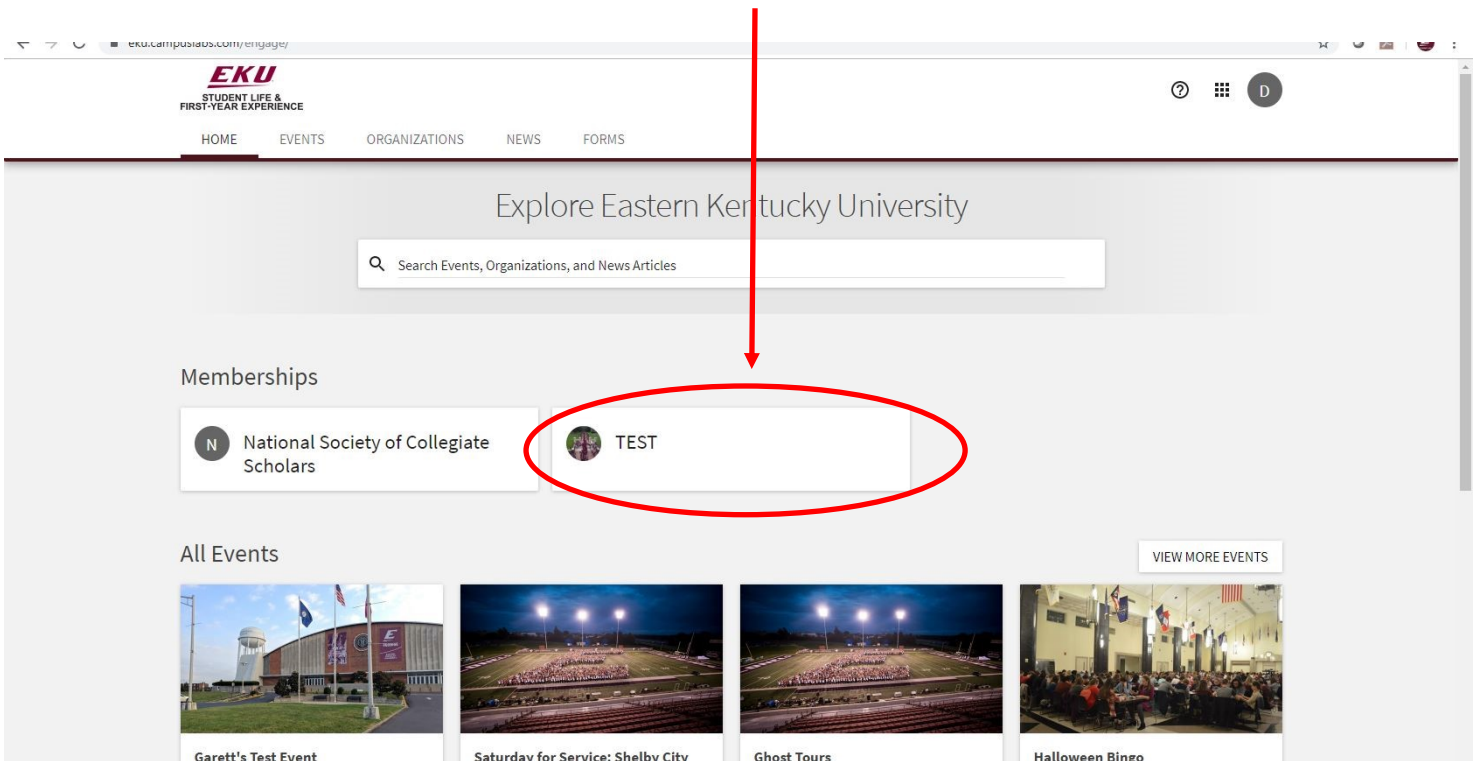

STEP 2

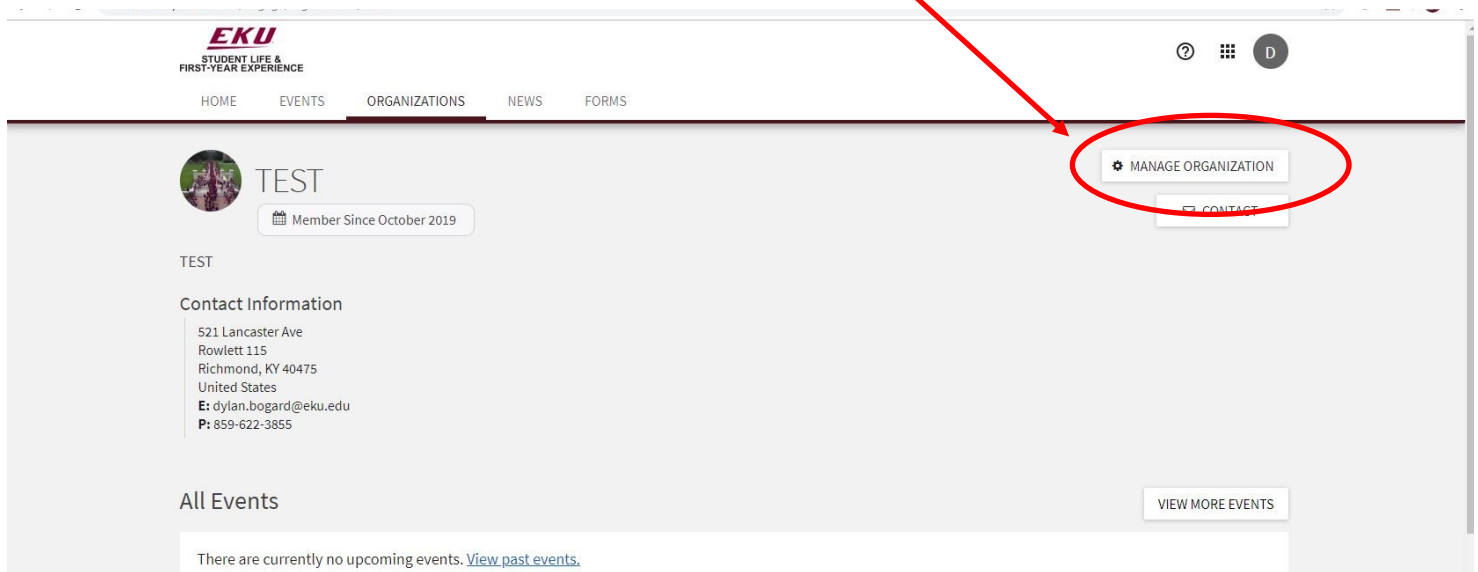Enter your EKU Email credentials to log into the system.

STEP 3

Locate the student organization you serve as an officer in,
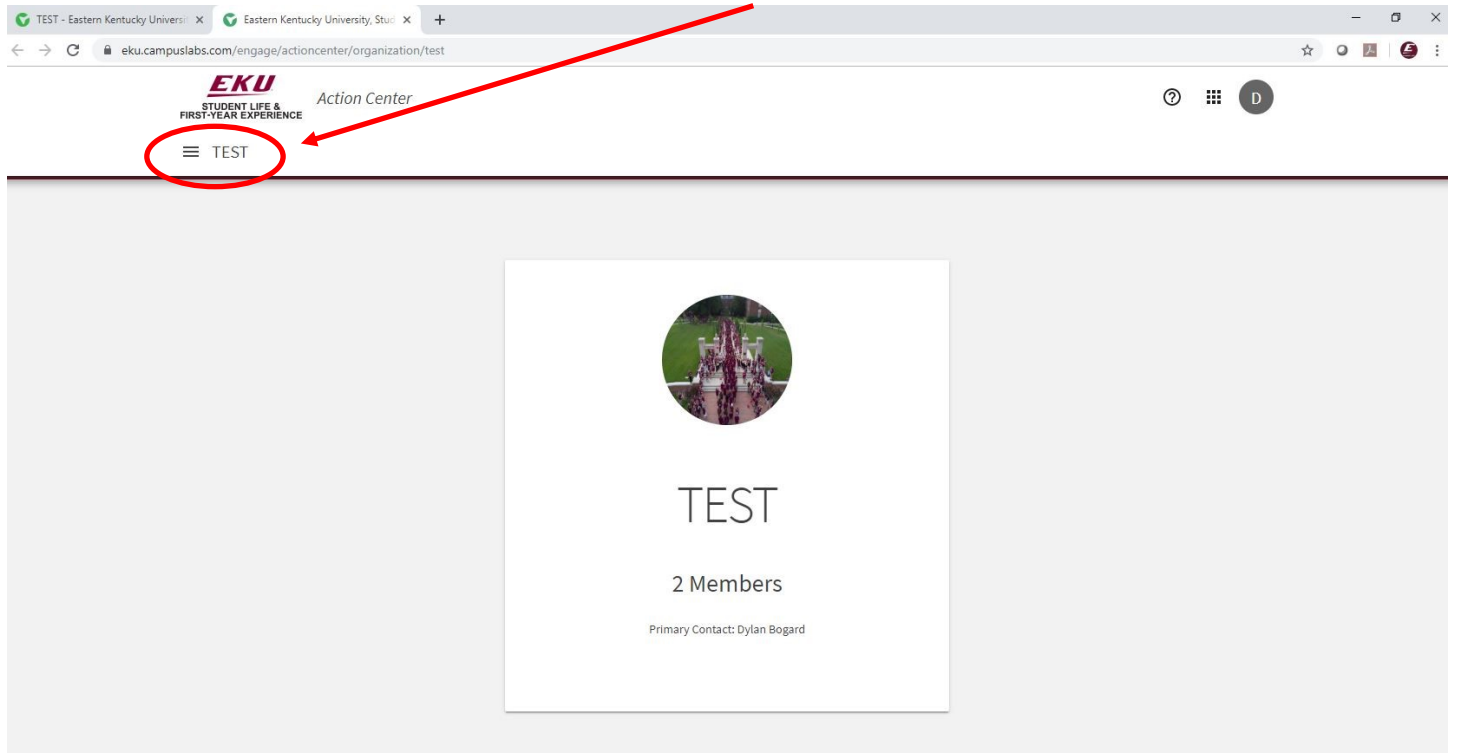and click into the organization.

STEP 4

Once in, click on "Manage Organization" in the top right corner. If
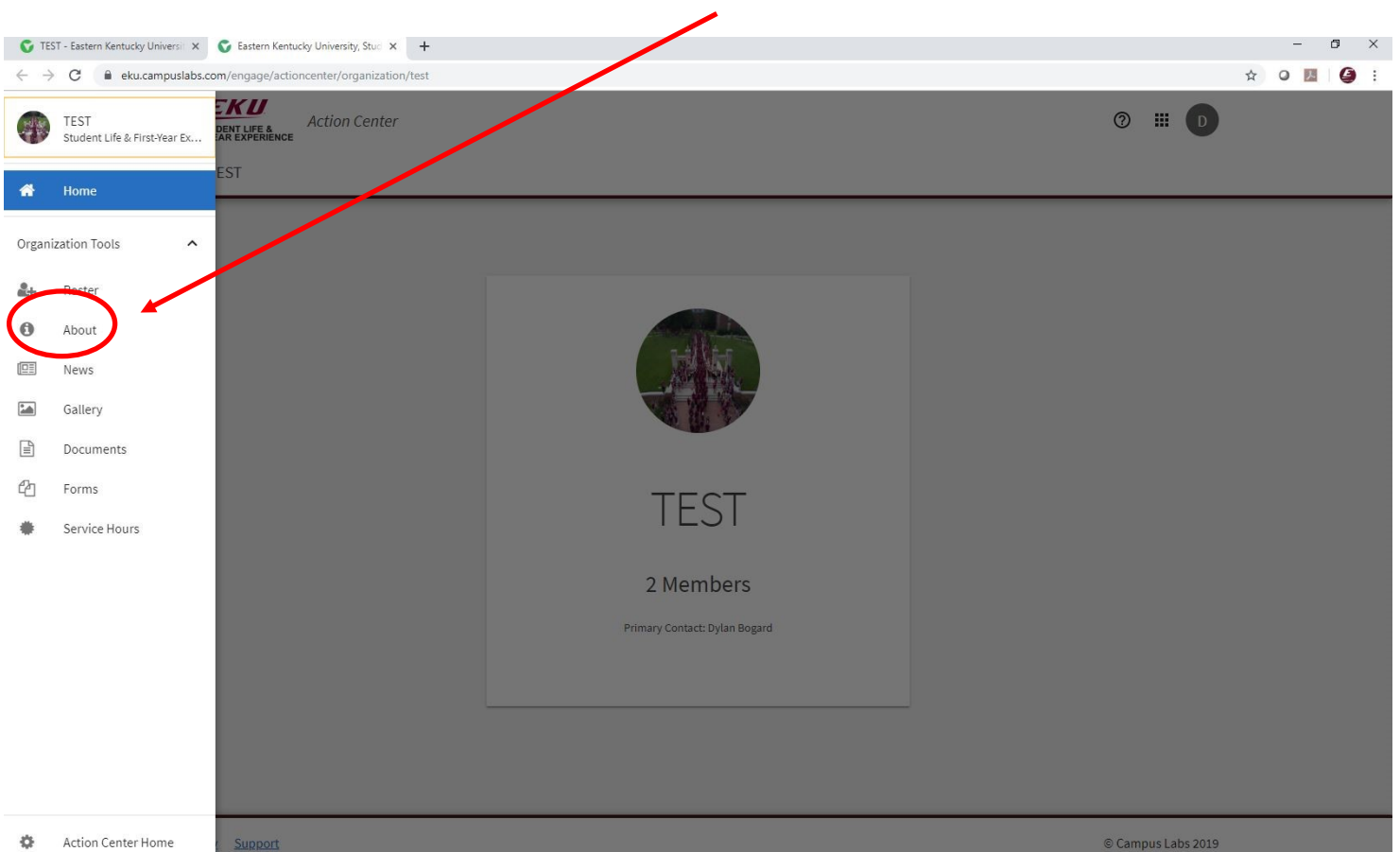you do not see this, be sure you have accepted the invitation to be
an officer.

STEP 5

Select the menu icon in the top left corner.

STEP 6

Select "About."

STEP 7

Update your organization details as needed, and/or upload
a new profile photo (1mb limit).

STEP 8

After making any changes, click on update to save.